

**AMENDMENT**
**STATEMENT OF ECONOMIC INTERESTS**
*A Public Document*

 Date Received  
 Official Use Only

**COVER PAGE**

Please type or print in ink

NAME (LAST)	(FIRST)	(MIDDLE)	DAYTIME TELEPHONE NUMBER
			( )
MAILING ADDRESS (May be business address)	STREET	CITY	ZIP CODE
			OPTIONAL: FAX / E-MAIL ADDRESS

**1. Full Name of Office Sought or Held, Agency or Court:**

Division, Board, District, if applicable:

Position:

 ➡ If filing for multiple positions, list additional agency(ies)/  
 position(s): (Attach a separate sheet if necessary.)

Agency:

Position Title:

**2. Jurisdiction of Office** (Check one box)

- ☐ State  
☐ County of \_\_\_\_\_  
☐ City of \_\_\_\_\_  
☐ Multi-County \_\_\_\_\_  
☐ Other \_\_\_\_\_

**3. Type of Statement** (Check at least one box)

☐ Assuming Office/Initial Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

☐ Annual: The period covered is January 1, 2001,  
 through December 31, 2001.

**-or-**
☐ The period covered is \_\_\_\_/\_\_\_\_/\_\_\_\_, through  
 December 31, 2001.

☐ Leaving Office Date Left: \_\_\_\_/\_\_\_\_/\_\_\_\_  
 (Check one)

☐ The period covered is January 1, 2001, through  
 the date of leaving office.

**-or-**
☐ The period covered is \_\_\_\_/\_\_\_\_/\_\_\_\_, through  
 the date of leaving office.

☐ Candidate

**4. Schedule Summary**

(Check applicable schedules or "No reportable interests.")

 ➡ During the reporting period, did you have any reportable  
 interests to disclose on:

 Schedule A-1 ☐ Yes – schedule attached

*Investments (Less than 10% Ownership)*

 Schedule A-2 ☐ Yes – schedule attached

*Investments (Greater than 10% Ownership)*

 Schedule B ☐ Yes – schedule attached

*Real Property*

 Schedule C ☐ Yes – schedule attached

*Income & Business Positions (Income Other than Loans, Gifts, and Travel)*

 Schedule D ☐ Yes – schedule attached

*Income – Loans*

 Schedule E ☐ Yes – schedule attached

*Income – Gifts*

 Schedule F ☐ Yes – schedule attached

*Income – Travel Payments*
**-or-**

 ➡ ☐ No reportable interests on any schedule

**Total number of pages completed including this  
 cover page: \_\_\_\_\_**
**5. Verification**

 I have used all reasonable diligence in preparing this  
 statement. I have reviewed this statement and to the best  
 of my knowledge the information contained herein and in  
 any attached schedules is true and complete. I certify under  
 penalty of perjury under the laws of the State of California  
 that the foregoing is true and correct.

**Date Signed** \_\_\_\_\_  
 (month, day, year)

**Signature** \_\_\_\_\_  
 (File the originally signed statement with your filing official.)

## INSTRUCTIONS — COVER PAGE

Enter your name, mailing address, and daytime telephone number in the spaces provided. The Form 700 is a document available for public review so you may list your business/office address instead of your home address.

### Part 1. Office, Agency, or Court

- Enter the name of the office sought or held, or the agency or court. (Examples: State Assembly; Board of Supervisors; Office of the Mayor; Department of Finance; Hope County Superior Court.)
- Indicate the name of your division, board, or district, if applicable. (Examples: Division of Waste Management; Board of Accountancy; District 45.)
- Enter your position title. (Examples: Director; Chief Counsel; City Council Member; Staff Services Analyst.)
- If you have multiple filing obligations (for example, a city councilperson who also is a member of a county board or commission), you may be required to file statements with each agency.

To simplify your filing obligations, you may complete an expanded statement.

To do this, enter the name of the other agency(ies) with which you are required to file and your position title(s) in the space provided. Attach an additional sheet if necessary. Complete one statement covering the disclosure requirements for all positions and file a copy with each agency. Each copy must contain an original signature.

#### Example:

This filer is a member of the Sacramento City Council.

<b>1. Full Name of Office Sought or Held, Agency or Court:</b> City Council Division, Board, District, if applicable: District 5 Position: Member of the City Council — If filing for multiple positions, list additional agency(ies)/ position(s). (Attach a separate sheet if necessary.) Agency: Position Title:
<b>2. Jurisdiction of Office</b> (Check one box) <input type="checkbox"/> State <input type="checkbox"/> County of <input checked="" type="checkbox"/> City of Sacramento <input type="checkbox"/> Multi-County <input type="checkbox"/> Other

### Part 2. Office Jurisdiction

- Check the box indicating the jurisdiction of your agency and, if applicable, identify the jurisdiction. (See Appendix-8 to determine your jurisdiction.)
- If your agency is a multi-county office, list each county in which your agency has jurisdiction.
- If your agency is other than a state office, court, county office, city office, or multi-county office (for example, school districts and special districts), check the "other" box and enter the county or city in which the agency has jurisdiction.

### Part 3. Type of Statement

Check at least one box. The period covered by a statement is determined by the type of statement you are filing. (See Appendix-2 for detailed information about types of statements.)

Combining Statements: Certain types of statements may be combined. For example, if you leave office after January 1 but before the deadline for filing your annual statement, you may combine your annual and leaving office statements. Consult your filing officer or the FPPC.

### Part 4. Schedule Summary

- Check the "Yes" box for each schedule you use to disclose interests.

- or -

If you have nothing to disclose on any schedules, check the "No reportable interests" box. (Please do not attach any blank schedules.)

- Enter the total number of pages included in your statement (including the cover page).

### Part 5. Verification

Complete the verification by signing the statement and entering the date signed. **An unsigned statement is not considered filed and you may be subject to late filing penalties.**



## INSTRUCTIONS – SCHEDULES A-1 AND A-2 INVESTMENTS

“Investment” means any financial interest in any business entity located in or doing business in your agency’s jurisdiction (see Appendix-8) in which you, your spouse, or your dependent children had a direct, indirect, or beneficial interest totaling \$2,000 or more at any time during the reporting period.

### Reportable investments include:

- Stocks, bonds, warrants, and options, including those held in margin or brokerage accounts.
- Sole proprietorships.
- Your own business or your spouse’s business (see Appendix-5 for the definition of business entity).
- Partnerships, such as a law firm, family farm, etc.
- Investments in reportable business entities held in a retirement account (see Appendix-9).
- Investments held by a business entity or trust (including a living trust) in which you, your spouse, or dependent children had a 10% or greater ownership interest.
- Business trusts.

### You are not required to disclose:

- Diversified mutual funds registered with the Securities and Exchange Commission (SEC) under the Investment Company Act of 1940.
- Bank accounts, savings accounts, and money market accounts.
- Insurance policies.
- Annuities.
- Shares in a credit union.
- Government bonds (including municipal bonds).
- Retirement accounts invested in non-reportable interests such as insurance policies, diversified mutual funds, or government bonds (see Appendix-9).
- Defined benefit pension plans and profit sharing plans qualified under Internal Revenue Code section 401(a).
- Interests held in a blind trust (see Appendix-10).

### REMINDERS

- ✓ Do you know your agency’s jurisdiction?
- ✓ Did you hold investments at any time during the period covered by this statement?
- ✓ Code filers – Your disclosure categories may require disclosure only of specific investments.

**Use Schedule A-1** to report investments if your ownership interest in the entity was less than 10%, such as stock. You also may be required to complete Schedule C.

**Use Schedule A-2** to report investments in which your ownership interest in the entity was 10% or greater, such as a sole proprietorship.

### TO COMPLETE SCHEDULE A-1:

- Disclose the name of the business entity.
- Provide a general description of the business activity of the entity, such as pharmaceuticals, computers, automobile manufacturing, communications, etc.
- Check the box indicating the fair market value of your investment. The fair market value is how much your investment was worth on the open market at its highest value during the reporting period.
- Identify the nature of your investment, such as stocks, warrants, options, bonds.
- If you acquired or disposed of your investment interest during the reporting period, enter the date acquired or disposed.

### Examples:

John Smith is a manager for a state agency. His conflict-of-interest code requires full disclosure of investments. John must disclose his stock holdings of \$2,000 or more in any company that does business in California as well as those stocks held by his spouse and dependent children.

Susan Jones is a city council member. She has a 4% interest, worth \$5,000, in a limited partnership located in the city. Susan must disclose the partnership on Schedule A-1 and income of \$500 or more received from the partnership on Schedule C.

Alice Howard supervises the purchasing department of a governmental agency. She owns stock in a utility company that only does business in New York. Alice is a code filer and her disclosure category requires reporting of investments of the type that provide services or supplies to the agency. She is **not** required to report the utility company stock because the company does not do business in her jurisdiction.

# SCHEDULE A-2

## Investments, Income, and Assets of Business Entities/Trusts (Ownership Interest is 10% or Greater)

<b>CALIFORNIA FORM 700</b> FAIR POLITICAL PRACTICES COMMISSION <b>AMENDMENT</b>
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### 1. BUSINESS ENTITY OR TRUST

Name \_\_\_\_\_

Address \_\_\_\_\_

Check one

☐ Trust, go to 2      ☐ Business Entity, complete the box, then go to 2

#### GENERAL DESCRIPTION OF BUSINESS ACTIVITY

##### FAIR MARKET VALUE

- ☐ \$2,000 - \$10,000  
☐ \$10,001 - \$100,000  
☐ \$100,001 - \$1,000,000  
☐ Over \$1,000,000

##### IF APPLICABLE, LIST DATE:

\_\_\_\_/\_\_\_\_/01      \_\_\_\_/\_\_\_\_/01  
ACQUIRED      DISPOSED

##### NATURE OF INVESTMENT

- ☐ Sole Proprietorship    ☐ Partnership    ☐ \_\_\_\_\_ Other

YOUR BUSINESS POSITION \_\_\_\_\_

### 2. IDENTIFY THE GROSS INCOME RECEIVED (INCLUDE YOUR PRO RATA SHARE OF THE GROSS INCOME TO THE ENTITY/TRUST)

- ☐ \$0 - \$499      ☐ \$10,001 - \$100,000  
☐ \$500 - \$1,000      ☐ OVER \$100,000  
☐ \$1,001 - \$10,000

### 3. LIST THE NAME OF EACH REPORTABLE SINGLE SOURCE OF INCOME/LOANS OF \$10,000 OR MORE (attach a separate sheet if necessary)

### 4. INVESTMENTS AND INTERESTS IN REAL PROPERTY HELD BY THE BUSINESS ENTITY OR TRUST

Check one box:

- ☐ INVESTMENT      ☐ REAL PROPERTY

Name of Business Entity or  
Street Address or Assessor's Parcel Number of Real Property

Description of Business Activity or  
City or Other Precise Location of Real Property

##### FAIR MARKET VALUE

- ☐ \$2,000 - \$10,000  
☐ \$10,001 - \$100,000  
☐ \$100,001 - \$1,000,000  
☐ Over \$1,000,000

##### IF APPLICABLE, LIST DATE:

\_\_\_\_/\_\_\_\_/01      \_\_\_\_/\_\_\_\_/01  
ACQUIRED      DISPOSED

##### NATURE OF INTEREST

- ☐ Property Ownership/Deed of Trust      ☐ Stock      ☐ Partnership  
☐ Leasehold \_\_\_\_\_ Yrs. remaining  
☐ Other \_\_\_\_\_

## Verification

Print Name \_\_\_\_\_

City, County, Court or Agency \_\_\_\_\_

Statement Type    ☐ 2001/2002 Annual    ☐ \_\_\_\_\_ Annual    ☐ Assuming    ☐ Leaving    ☐ Candidate  
(yr)

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information contained herein is true and complete. I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on \_\_\_\_\_  
(month, day, year)

Signature \_\_\_\_\_

Comments: \_\_\_\_\_

## INSTRUCTIONS – SCHEDULE A-2 INVESTMENTS

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Use Schedule A-2 to report investments in a business entity or trust (including a living trust), in which you, your spouse, or your dependent children had a 10% or greater interest, valued at \$2,000 or more, during the reporting period and which is located in or doing business in your agency's jurisdiction (see Appendix-8). A trust located outside your agency's jurisdiction is reportable if it holds assets that are located in or doing business in the jurisdiction. You are not required to report a trust that contains no reportable interests.

Also report on Schedule A-2 investments and real property held by that entity or trust if your pro rata share of the interest was \$2,000 or more during the reporting period. For example, if you had a 20% partnership interest in a business entity and the entity owns real property, you would report that real property if your pro rata share of the value of the property was \$2,000 or more (for example, if the property's value was at least \$10,000).

### TO COMPLETE SCHEDULE A-2:

**Part 1.** Disclose the name and address of the business entity or trust. If you are reporting an interest in a business entity, complete the box as follows:

- Provide a general description of the business activity of the entity.
- Check the box indicating the fair market value of your investment.
- If you acquired or disposed of this interest during the reporting period, enter the date acquired or disposed.
- Identify the nature of your investment.
- Disclose the job title or business position you held with the entity, if any (for example, if you were a director, officer, partner, trustee, employee, or held any position of management).

**Part 2.** Check the box indicating your gross income. (This includes your pro rata share of the gross income received by the business entity or trust, as well as your community property interest in your spouse's income.)

**Part 3.** Disclose the name of each source of income located in or doing business in your agency's jurisdiction, as follows:

- Disclose each source of income and outstanding loan **to the business entity or trust** identified in part 1 if your pro rata share of the gross income (including your community property interest in your spouse's income) to

the business entity or trust from that source was \$10,000 or more during the reporting period.

- Disclose each individual or entity that was a source of commission income of \$10,000 or more during the reporting period through the business entity identified in part 1. (See Appendix-5 for an explanation of commission income.)

You may be required to disclose sources of income located outside your jurisdiction. For example, you may have a client who resides outside your jurisdiction but who does business on a regular basis with you. Such a client, if a reportable source of \$10,000 or more, must be disclosed.

**You may be required to disqualify yourself from decisions affecting sources of \$500 or more in income, even though you are not required to report them.**

**You are not required to report on Schedule C income or business positions already reported on Schedule A-2.**

**Part 4.** Report any investments or interests in real property held by the entity or trust identified in part 1 if your pro rata share of the interest held was \$2,000 or more during the reporting period.

- Check the applicable box indicating if the interest held is real property or an investment.
- If an investment, provide the name and description of the business entity.
- If real property, report the address or other precise location, such as an assessor's parcel number, of the real property.
- Check the box indicating the fair market value of your interest in the real property or investment.
- Identify the nature of your interest.
- If you acquired or disposed of your interest in the property or investment during the reporting period, enter the date acquired or disposed.

**SCHEDULE B**  
**Interests in Real Property**

**CALIFORNIA FORM 700**

FAIR POLITICAL PRACTICES COMMISSION

**AMENDMENT**

► STREET ADDRESS OR PRECISE LOCATION

CITY

FAIR MARKET VALUE

- ☐ \$2,000 - \$10,000  
☐ \$10,001 - \$100,000  
☐ \$100,001 - \$1,000,000  
☐ Over \$1,000,000

IF APPLICABLE, LIST DATE:

\_\_\_\_/\_\_\_\_/01      \_\_\_\_/\_\_\_\_/01  
ACQUIRED      DISPOSED

NATURE OF INTEREST

- ☐ Rental Property    ☐ Ownership/Deed of Trust    ☐ Easement

- ☐ Leasehold \_\_\_\_\_ ☐ \_\_\_\_\_  
Yrs. remaining      Other

IF RENTAL PROPERTY, GROSS INCOME RECEIVED

- ☐ \$0 - \$499    ☐ \$500 - \$1,000    ☐ \$1,001 - \$10,000  
☐ \$10,001 - \$100,000    ☐ OVER \$100,000

SOURCES OF RENTAL INCOME: If you own a 10% or greater interest, list the name of each tenant that is a single source of income of \$10,000 or more.

NAME OF LENDER

ADDRESS

BUSINESS ACTIVITY OF LENDER

- ☐ Financial Institution

- ☐ Other \_\_\_\_\_

INTEREST RATE

TERM (Months/Years)

\_\_\_\_\_%    ☐ None

HIGHEST BALANCE DURING REPORTING PERIOD

- ☐ \$500 - \$1,000    ☐ \$1,001 - \$10,000  
☐ \$10,001 - \$100,000    ☐ OVER \$100,000

- ☐ Guarantor, if applicable

Check below if another loan is disclosed on Schedule D.

- ☐ Additional loan – refer to Sch. D.

► STREET ADDRESS OR PRECISE LOCATION

CITY

FAIR MARKET VALUE

- ☐ \$2,000 - \$10,000  
☐ \$10,001 - \$100,000  
☐ \$100,001 - \$1,000,000  
☐ Over \$1,000,000

IF APPLICABLE, LIST DATE:

\_\_\_\_/\_\_\_\_/01      \_\_\_\_/\_\_\_\_/01  
ACQUIRED      DISPOSED

NATURE OF INTEREST

- ☐ Rental Property    ☐ Ownership/Deed of Trust    ☐ Easement

- ☐ Leasehold \_\_\_\_\_ ☐ \_\_\_\_\_  
Yrs. remaining      Other

IF RENTAL PROPERTY, GROSS INCOME RECEIVED

- ☐ \$0 - \$499    ☐ \$500 - \$1,000    ☐ \$1,001 - \$10,000  
☐ \$10,001 - \$100,000    ☐ OVER \$100,000

SOURCES OF RENTAL INCOME: If you own a 10% or greater interest, list the name of each tenant that is a single source of income of \$10,000 or more.

NAME OF LENDER

ADDRESS

BUSINESS ACTIVITY OF LENDER

- ☐ Financial Institution

- ☐ Other \_\_\_\_\_

INTEREST RATE

TERM (Months/Years)

\_\_\_\_\_%    ☐ None

HIGHEST BALANCE DURING REPORTING PERIOD

- ☐ \$500 - \$1,000    ☐ \$1,001 - \$10,000  
☐ \$10,001 - \$100,000    ☐ OVER \$100,000

- ☐ Guarantor, if applicable

Check below if another loan is disclosed on Schedule D.

- ☐ Additional loan – refer to Sch. D.

**Verification**

Print Name \_\_\_\_\_ City, County, Court or Agency \_\_\_\_\_

Statement Type    ☐ 2001/2002 Annual    ☐ \_\_\_\_\_ Annual    ☐ Assuming    ☐ Leaving    ☐ Candidate  
(yr)

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information contained herein is true and complete. I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on \_\_\_\_\_  
(month, day, year)

Signature \_\_\_\_\_

## INSTRUCTIONS – SCHEDULE B INTERESTS IN REAL PROPERTY

Reportable interests in real property are those properties located in your agency's jurisdiction (see Appendix-8), in which you, your spouse, or your dependent children had a direct, indirect, or beneficial interest totaling \$2,000 or more any time during the reporting period.

### Interests in real property include:

- An ownership interest (including a beneficial ownership interest).
- A deed of trust, easement, or option to acquire property.
- A leasehold interest (see Appendix-8).
- A mining lease, such as oil, gas, gold.
- An interest in real property held in a retirement account (see Appendix-9).
- An interest in real property held by a business entity or trust in which you, your spouse, or your dependent children had a 10% or greater ownership interest (report on Schedule A-2).

### You may **not** be required to report:

- A residence, such as a home or vacation cabin, used exclusively as a personal residence. However, a residence for which you claim a business deduction may be reportable. In this situation, you may report the portion of the residence claimed as the tax deduction as the fair market value.
- Interests in real property held through a blind trust (see Appendix-10 for exceptions).

### TO COMPLETE SCHEDULE B:

- Report the address or other precise location, such as an assessor's parcel number, of the real property.
- Check the box indicating the fair market value of your interest in the property (regardless of what you owe on the property).
- If you acquired or disposed of your interest in the property during the reporting period, enter the date acquired or disposed.
- Identify the nature of your interest. If it is a leasehold, also disclose the number of years remaining on the lease.
- If you are reporting rental property, check the box indicating the gross rental income you received.
- If you had a 10% or greater interest in a rental property, and your pro rata share of the gross rental income from a

single tenant was \$10,000 or more during the reporting period, list the name of the tenant.

- Loans that total \$500 or more and are secured by real property may be reportable. Reportable loans may be disclosed on Schedule B or Schedule D. See instructions for Schedule D for an example and list of exceptions.
  - Provide the name and address of the lender.
  - Check the box describing the lender's business activity.
  - Disclose the interest rate and term of the loan. The term of a loan is the total number of months or years given for repayment of the loan at the time the loan was entered into. For variable interest rate loans, disclose the conditions of the loan, such as Prime + 2, or the average interest rate paid during the reporting period.
  - Check the box indicating the highest balance of the loan during the reporting period.
  - Identify a guarantor, if applicable.

If you have more than one reportable loan on a single piece of real property, report the additional loan(s) on Schedule D.

### Example:

Joe Nelson is a city planning commissioner. Joe received rental income of \$12,000 during the reporting period from a single tenant who rented property Joe owned in the city's jurisdiction.

If Joe had received the \$12,000 from two or more tenants, the tenants' names would not be required as long as no single source paid \$10,000 or more.

STREET ADDRESS OR PRECISE LOCATION 4621 Story Way	
CITY Sacramento, CA 95814	
Fair Market Value <input type="checkbox"/> \$2,000 - \$10,000 <input type="checkbox"/> \$10,001 - \$100,000 <input checked="" type="checkbox"/> \$100,001 - \$1,000,000 <input type="checkbox"/> Over \$1,000,000	IF APPLICABLE, LIST DATE: ACQUIRED <u>1/01</u> DISPOSED <u>1/01</u>
NATURE OF INTEREST <input checked="" type="checkbox"/> Rental Property <input type="checkbox"/> Ownership/Deed of Trust <input type="checkbox"/> Easement <input type="checkbox"/> Leasehold <input type="checkbox"/> T/R remaining <input type="checkbox"/> Other	
IF RENTAL PROPERTY, GROSS INCOME RECEIVED <input type="checkbox"/> \$0 - \$499 <input type="checkbox"/> \$500 - \$1,000 <input type="checkbox"/> \$1,001 - \$10,000 <input checked="" type="checkbox"/> \$10,001 - \$100,000 <input type="checkbox"/> OVER \$100,000	
SOURCES OF RENTAL INCOME: If you own a 10% or greater interest, list the name of each tenant that is a single source of income of \$10,000 or more. Suzette Jones	
NAME OF LENDER BFF Financial Services	
ADDRESS 6200 Aspen Drive, Sacramento, CA 95814	
BUSINESS ACTIVITY OF LENDER <input checked="" type="checkbox"/> Financial Institution <input type="checkbox"/> Other	
INTEREST RATE 8 % <input type="checkbox"/> None	TERM (Months/Years) 15 Years
HIGHEST BALANCE DURING REPORTING PERIOD <input type="checkbox"/> \$500 - \$1,000 <input type="checkbox"/> \$1,001 - \$10,000 <input checked="" type="checkbox"/> \$10,001 - \$100,000 <input type="checkbox"/> OVER \$100,000	

### REMINDERS

- ✓ Income and loans already reported on Schedule B are not also required to be reported on Schedule C or D.
- ✓ Code filers – Do your disclosure categories require disclosure of real property?



(Income Other than Loans, Gifts, and  
Travel Payments)

## AMENDMENT

Comments: \_\_\_\_\_

\_\_\_\_\_

# INSTRUCTIONS – SCHEDULE C

## INCOME & BUSINESS POSITIONS

### (Income Other than Loans, Gifts, and Travel Payments)

Report the source and amount of gross income received if the amount totals \$500 or more and was received from any source located in or doing business in your agency's jurisdiction (see Appendix-8). Gross income is the total amount of income before deducting expenses, losses, or taxes. Do not use this schedule to report income from or to a business entity in which you have a 10% or greater ownership interest. Use Schedule A-2 instead.

Also use Schedule C to report the job title or business position you held with a business entity (for example, if you were a director, officer, partner, trustee, employee, or held any position of management) during the period covered by the report unless you have already reported this position on Schedule A-2. **This requirement applies even if you received no income from the business entity during the period.**

#### Commonly reportable income includes:

- Salary/wages, per diem, reimbursement for expenses.
- Community property interest (50%) in your spouse's income - **report the employer's name.**
- Income received from investment interests, such as partnerships, reported on Schedule A-1.
- Commission income not required to be reported on Schedule A-2.
- Gross income from any sale, including the sale of a house or car. The total sale price is reportable.
- Rental income not required to be reported on Schedule B.
- Prizes or awards not disclosed as gifts.
- Payments received on loans you made to others, including loan repayments from a campaign committee.
- An honorarium received by any newly appointed official or newly designated employee in the 12 months prior to assuming office, or for a non-incumbent candidate, in the 12 months prior to filing the candidate statement of economic interests. (See Appendix-7 concerning your ability to receive future honoraria.)

#### You are not required to report:

- Salary, reimbursement for expenses and per diem received by you or your spouse from a federal, state, or local government agency.

#### REMINDERS

- ✓ If you or your spouse is self-employed, report the business entity on Schedule A-2.
- ✓ Do not disclose on Schedule C income already reported on Schedules A-2 or B or business positions reported on Schedule A-2.

- Campaign contributions.
- A cash bequest or cash inheritance.
- Dividends or interest from, or other return on a security, such as stocks or bonds, which is registered with the Securities and Exchange Commission.
- Payments received under an insurance policy.
- Interest, dividends, or premiums on a time or demand deposit in a financial institution, shares in a credit union, an insurance policy, or a bond or other debt instrument issued by a government agency.
- Income of dependent children.
- Automobile trade-in allowances from dealers.
- Loan repayments received from your spouse, child, parent, grandparent, grandchild, brother, sister, parent-in-law, brother-in-law, sister-in-law, nephew, niece, aunt, uncle, or first cousin unless he or she was acting as an intermediary or agent for any person not covered by this provision.
- Alimony or child support payments.
- Payments received under a defined benefit pension plan qualified under IRS Code section 401(a).

#### TO COMPLETE SCHEDULE C:

- Disclose the name and address of each source of income or each business entity with which you held a business position.
- Provide a general description of the business activity of the source or business entity (for example, law firm).
- Disclose the job title or business position, if any, you held with the business entity.
- If you received \$500 or more during the reporting period from a source or business entity, check the box indicating the amount of gross income.
- Identify the consideration for which the income was received.
- For income from commission sales, check the box indicating the gross income received and list the name of each source of commission income of \$10,000 or more (see Appendix-5). For income from rental property that is not required to be listed on Schedule B, enter "Rental Income" under "Name," check the box indicating the gross income received, and, if you had a 10% or greater interest in the rental property, list the name of each tenant if your pro rata share of the gross income from that tenant was \$10,000 or more during the reporting period.

**SCHEDULE D**  
**Income – Loans**  
(Received or Outstanding)

► NAME OF LENDER

ADDRESS

BUSINESS ACTIVITY OF LENDER

☐ Financial Institution

☐ Other

INTEREST RATE

TERM (Months/Years)

\_\_\_\_\_% ☐ None

HIGHEST BALANCE DURING REPORTING PERIOD

☐ \$500 - \$1,000

☐ \$1,001 - \$10,000

☐ \$10,001 - \$100,000

☐ OVER \$100,000

SECURITY FOR LOAN

☐ None

☐ Automobile

☐ Personal residence

☐ Real Property

Street address

City

☐ Guarantor

☐ Other

(Describe)

► NAME OF LENDER

ADDRESS

BUSINESS ACTIVITY OF LENDER

☐ Financial Institution

☐ Other

INTEREST RATE

TERM (Months/Years)

\_\_\_\_\_% ☐ None

HIGHEST BALANCE DURING REPORTING PERIOD

☐ \$500 - \$1,000

☐ \$1,001 - \$10,000

☐ \$10,001 - \$100,000

☐ OVER \$100,000

SECURITY FOR LOAN

☐ None

☐ Automobile

☐ Personal residence

☐ Real Property

Street address

City

☐ Guarantor

☐ Other

(Describe)

► NAME OF LENDER

ADDRESS

BUSINESS ACTIVITY OF LENDER

☐ Financial Institution

☐ Other

INTEREST RATE

TERM (Months/Years)

\_\_\_\_\_% ☐ None

HIGHEST BALANCE DURING REPORTING PERIOD

☐ \$500 - \$1,000

☐ \$1,001 - \$10,000

☐ \$10,001 - \$100,000

☐ OVER \$100,000

SECURITY FOR LOAN

☐ None

☐ Automobile

☐ Personal residence

☐ Real Property

Street address

City

☐ Guarantor

☐ Other

(Describe)

**Verification**

Print Name

City, County, Court  
or Agency

Statement Type

☐ 2001/2002 Annual

☐ Assuming

☐ Leaving

☐ \_\_\_\_\_ Annual  
(yr)

☐ Candidate

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information contained herein and in any attached schedules is true and complete. I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on

(month, day, year)

Signature

Comments:

## INSTRUCTIONS – SCHEDULE D

### INCOME – LOANS

(Received or Outstanding)

---

Loans received or outstanding during the reporting period, which total \$500 or more from a single source located in or doing business in your jurisdiction, are reportable (see Appendix-8). Your community property interest in loans received by your spouse also must be reported.

See Appendix-8 for important information about loan prohibitions.

#### Commonly reportable loans include:

- Real estate loans.
- Margin accounts.
- Automobile loans and automobile leases.
- Campaign loans secured by your personal assets or for which you are personally liable.
- Student loans.
- Credit card and retail installment debts.

#### You are not required to report:

- Any loan from a commercial lending institution secured by your principal place of residence, if the loan was made in the lender's regular course of business on terms available to the public without regard to your official status. However, loans on other residences may be reportable.
- Loans from a commercial lending institution made in the lender's regular course of business on terms available to the public without regard to your official status that did not total more than \$10,000 at any time during the reporting period.
- Any retail installment or credit card debts incurred in the creditor's regular course of business on terms available to the public without regard to your official status that did not total more than \$10,000 at any time during the reporting period.
- Any loan from your spouse, child, parent, grandparent, grandchild, brother, sister, parent-in-law, brother-in-law, sister-in-law, nephew, niece, aunt, uncle, or first cousin or the spouse of any such person, unless the lender was acting as an intermediary or agent for any person not covered by this provision.
- Loans made to others. However, repayments may be reportable on Schedule C.
- A loan you co-signed for another person unless you made payments on the loan during the reporting period.

#### TO COMPLETE SCHEDULE D:

- Provide the name and address of the lender.
- Check the appropriate box describing the lender's business activity.
- Disclose the interest rate and the term of the loan.
  - The term of the loan is the total number of months or years given for repayment of the loan at the time the loan was entered into.
  - For variable interest rate loans, disclose the conditions of the loan, such as Prime + 2, or the average interest rate paid during the reporting period.
  - The interest rate for an automobile lease is the money factor (found in your lease agreement) multiplied by 24.
  - You may report "revolving" as the term of credit card loans from commercial lending institutions or loans against margin accounts with a stock broker.
  - If the conditions of a student loan are not known because they will be decided when you finish school, you may report "deferred."
- Check the box indicating the highest balance of the loan during the reporting period.
- Identify the security, if any, for the loan.

#### You are not required to disclose on Schedule D loans already reported on Schedules A-2 or B.

**Example:** Colleen Jones is a city council member. She received a \$15,000 equity loan on her principal residence from a commercial lending institution which she used to buy an automobile. Because the loan was secured by her principal residence, it is not reportable.

#### REMINDERS

- ✓ Do you know your agency's jurisdiction?
- ✓ Did you receive any loans or have loans outstanding during the period covered by this statement?
- ✓ Code filers – Income includes any loan. Did you receive a loan from an entity or individual required to be reported as a source of income under your disclosure categories?
- ✓ For loan restrictions, see Appendix-8.

# SCHEDULE E

## Income – Gifts

➤ NAME OF SOURCE

ADDRESS

BUSINESS ACTIVITY, IF ANY, OF SOURCE

DESCRIPTION OF GIFT(S)	VALUE	DATE
_____	\$ _____	____/____/____
_____	\$ _____	____/____/____
_____	\$ _____	____/____/____

➤ NAME OF SOURCE

ADDRESS

BUSINESS ACTIVITY, IF ANY, OF SOURCE

DESCRIPTION OF GIFT(S)	VALUE	DATE
_____	\$ _____	____/____/____
_____	\$ _____	____/____/____
_____	\$ _____	____/____/____

➤ NAME OF SOURCE

ADDRESS

BUSINESS ACTIVITY, IF ANY, OF SOURCE

DESCRIPTION OF GIFT(S)	VALUE	DATE
_____	\$ _____	____/____/____
_____	\$ _____	____/____/____
_____	\$ _____	____/____/____

Comments: \_\_\_\_\_

➤ NAME OF SOURCE

ADDRESS

BUSINESS ACTIVITY, IF ANY, OF SOURCE

DESCRIPTION OF GIFT(S)	VALUE	DATE
_____	\$ _____	____/____/____
_____	\$ _____	____/____/____
_____	\$ _____	____/____/____

➤ NAME OF SOURCE

ADDRESS

BUSINESS ACTIVITY, IF ANY, OF SOURCE

DESCRIPTION OF GIFT(S)	VALUE	DATE
_____	\$ _____	____/____/____
_____	\$ _____	____/____/____
_____	\$ _____	____/____/____

### Verification

Print Name \_\_\_\_\_

City, County, Court  
or Agency \_\_\_\_\_

Statement Type ☐ 2001/2002 Annual ☐ Assuming ☐ Leaving  
☐ \_\_\_\_\_ Annual ☐ Candidate  
(yr)

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information contained herein and in any attached schedules is true and complete. I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on \_\_\_\_\_  
(month, day, year)

Signature \_\_\_\_\_

## INSTRUCTIONS – SCHEDULE E INCOME – GIFTS

“Gift” means anything of value, for which you have not provided equal or greater consideration to the donor. A gift is reportable if its fair market value is \$50 or more. In addition, multiple gifts totaling \$50 or more received during the reporting period from a single source must be reported.

**Gifts are reportable regardless of where the donor is located.**

It is the acceptance of a gift, not the ultimate use to which it is put, that imposes your reporting obligation. Therefore, except as noted below, you must report a gift even if you never used it or if you gave it away to another person.

If the exact amount of a gift is not known, you must make a good faith estimate of the item’s fair market value. Listing the value of a gift as “over \$50” or “value unknown” is not adequate disclosure. In addition, if you received a gift through an intermediary, you must disclose the name, address, and business activity of both the donor and the intermediary.

### Commonly reportable gifts include:

- Tickets/passes to sporting or entertainment events.
- Tickets/passes to amusement parks.
- Parking passes.
- Food, beverages, and accommodations, including those provided in direct connection with your attendance at a convention, conference, meeting, social event, meal, or like gathering, where you did not give a speech, participate in a panel or seminar, or provide a similar service.
- Rebates/discounts not made in the regular course of business to members of the public without regard to official status.
- Wedding gifts (see Appendix-10 to determine how to value).
- An honorarium. You may report an honorarium as income on Schedule C, rather than as a gift on Schedule E, if you provided services of equal or greater value than the payment received. (See Appendix-7 regarding your ability to receive future honoraria.)
- Transportation and lodging (see Schedule F).
- Forgiveness of a loan received by you.

### REMINDERS

- ✓ Gifts are limited by law to a value of \$320 from any one source in a calendar year.
- ✓ See Appendix-7 for additional gift and honoraria prohibitions.
- ✓ Code filers – You only need to report gifts from reportable sources.

### You are not required to disclose:

- Gifts that were not used and which, within 30 days after receipt, were returned to the donor or delivered to a charitable organization without being claimed by you as a charitable contribution for tax purposes.
- Gifts from your spouse, child, parent, grandparent, grandchild, brother, sister, parent-in-law, brother-in-law, sister-in-law, aunt, uncle, niece, nephew, or first cousin or the spouse of any such person, unless the donor was acting as an agent or intermediary for a reportable source who was the true donor.
- Gifts of hospitality involving food, drink, or occasional lodging provided in an individual’s home when the individual or a member of the individual’s family was present.
- Gifts equal in value exchanged between you and an individual, other than a lobbyist, on holidays, birthdays, or similar occasions.
- Gifts of informational material provided to assist you in the performance of your official duties, such as books, pamphlets, reports, calendars, periodicals, or educational seminars.
- A cash bequest or cash inheritance.
- Personalized plaques and trophies with an individual value of less than \$250.
- Campaign contributions.
- Tickets to a fundraising event for an IRS Code section 501(c)(3) organization.
- Tickets to political fundraisers.
- Gifts given directly to members of your immediate family unless you received direct benefit from the gift or you exercised direction and control over the use or disposition of the gift.
- A pass or ticket that provided a one-time admission to an event (theater performance, sporting event) that was not used and was not transferred to another person. Commission Regulation 18946.1 provides a method for determining the value of a ticket or pass that was used or transferred to another person and for determining the value of passes or tickets which provide repeated admission to facilities or services.
- Food, beverages, and necessary accommodations provided directly in connection with an event at which you gave a speech, participated in a panel or seminar, or provided a similar service.

### TO COMPLETE SCHEDULE E:

- Disclose the name, address and business activity, if any, of the source.
- Describe the gift and provide the fair market value of the gift and the date (month, day, and year) of receipt.

**SCHEDULE F**  
**Income – Gifts**  
**Travel Payments, Advances,**  
**and Reimbursements**

**CALIFORNIA FORM 700**

FAIR POLITICAL PRACTICES COMMISSION

**AMENDMENT**

➤ NAME OF SOURCE

ADDRESS

CITY AND STATE

BUSINESS ACTIVITY, IF ANY, OF SOURCE

TYPE OF PAYMENT: (check one) ☐ Gift ☐ Income

AMT: \$ \_\_\_\_\_ DATE(S): \_\_\_\_/\_\_\_\_/\_\_\_\_ \_\_\_\_/\_\_\_\_/\_\_\_\_  
(If applicable)

DESCRIPTION: \_\_\_\_\_

➤ NAME OF SOURCE

ADDRESS

CITY AND STATE

BUSINESS ACTIVITY, IF ANY, OF SOURCE

TYPE OF PAYMENT: (check one) ☐ Gift ☐ Income

AMT: \$ \_\_\_\_\_ DATE(S): \_\_\_\_/\_\_\_\_/\_\_\_\_ \_\_\_\_/\_\_\_\_/\_\_\_\_  
(If applicable)

DESCRIPTION: \_\_\_\_\_

➤ NAME OF SOURCE

ADDRESS

CITY AND STATE

BUSINESS ACTIVITY, IF ANY, OF SOURCE

TYPE OF PAYMENT: (check one) ☐ Gift ☐ Income

AMT: \$ \_\_\_\_\_ DATE(S): \_\_\_\_/\_\_\_\_/\_\_\_\_ \_\_\_\_/\_\_\_\_/\_\_\_\_  
(If applicable)

DESCRIPTION: \_\_\_\_\_

➤ NAME OF SOURCE

ADDRESS

CITY AND STATE

BUSINESS ACTIVITY, IF ANY, OF SOURCE

TYPE OF PAYMENT: (check one) ☐ Gift ☐ Income

AMT: \$ \_\_\_\_\_ DATE(S): \_\_\_\_/\_\_\_\_/\_\_\_\_ \_\_\_\_/\_\_\_\_/\_\_\_\_  
(If applicable)

DESCRIPTION: \_\_\_\_\_

➤ NAME OF SOURCE

ADDRESS

CITY AND STATE

BUSINESS ACTIVITY, IF ANY, OF SOURCE

TYPE OF PAYMENT: (check one) ☐ Gift ☐ Income

AMT: \$ \_\_\_\_\_ DATE(S): \_\_\_\_/\_\_\_\_/\_\_\_\_ \_\_\_\_/\_\_\_\_/\_\_\_\_  
(If applicable)

DESCRIPTION: \_\_\_\_\_

**Verification**

Print Name \_\_\_\_\_

City, County, Court  
or Agency \_\_\_\_\_

Statement Type ☐ 2001/2002 Annual ☐ Assuming ☐ Leaving  
☐ \_\_\_\_\_ Annual ☐ Candidate  
(yr)

I have used all reasonable diligence in preparing this statement.  
I have reviewed this statement and to the best of my knowledge  
the information contained herein and in any attached schedules  
is true and complete. I certify under penalty of perjury under the  
laws of the State of California that the foregoing is true and correct.

Executed on \_\_\_\_\_  
(month, day, year)

Signature \_\_\_\_\_

Comments: \_\_\_\_\_

## INSTRUCTIONS — SCHEDULE F TRAVEL PAYMENTS, ADVANCES AND REIMBURSEMENTS

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Travel payments reportable on Schedule F include advances and reimbursements for travel and related expenses, including lodging and meals.

Gifts of travel may be subject to a \$320 gift limit. In addition, certain travel payments are reportable gifts, but are not subject to the gift limit. To avoid possible misinterpretation or the perception that you may have received a gift in excess of the gift limit, you may wish to provide a specific description of the purpose of your travel. See the FPPC fact sheet entitled “Limitations and Restrictions on Gifts, Honoraria, Travel, and Loans,” which can be obtained from your filing officer or the FPPC at [www.fppc.ca.gov](http://www.fppc.ca.gov).

**You are not required to disclose:**

- Travel payments received from any state, local, or federal government agency for which you provided services equal or greater in value than the payments received.
- Travel payments received from your employer in the normal course of your employment.
- Payments or reimbursements for transportation within California in connection with an event at which you gave a speech, participated in a panel or seminar, or performed a similar service.
- Food, beverages, and necessary accommodations received directly in connection with an event held inside or outside California at which you gave a speech, participated in a panel, or provided a similar service. Note that payments for transportation outside of California are reportable.
- A travel payment that was received from a nonprofit entity exempt from taxation under IRS Code section 501(c)(3) for which you provided equal or greater consideration.

**TO COMPLETE SCHEDULE F:**

- Disclose the name and address of the source of the travel payment.
- Identify the business activity, if any, of the source.
- Check the box to indicate if the payment was a gift or income, report the amount, and disclose the date(s) if applicable.

-- Travel payments are gifts if you did not provide services that were equal to or greater in value than the payments received. You must disclose gifts totaling \$50 or more from a single source during the period covered by the statement. Gifts of travel are reportable without regard to where the donor is located.

When reporting travel payments that are gifts, you must provide a description of the gift and the date(s) received.

-- Travel payments are income if you provided services that were equal to or greater in value than the payments received. You must disclose income totaling \$500 or more from a single source during the period covered by the statement. The filer has the burden of proving the payments are income rather than gifts.

When reporting travel payments as income, you must describe the services you provided in exchange for the payment. You are not required to disclose the date(s) for travel payments that are income.

**Example:**

City council member Rick Chandler is a board member of the League of California Cities. The League reimburses its board members for travel and lodging, as well as meals and other expenses associated with board meetings. If Mr. Chandler provides equal or greater consideration for the travel and lodging when he participates in the meeting, the reimbursements are reported as income.